WHAT IS CLAIMED IS:

1. A temporary window covering comprising:

a pleated cover formed from a sheet of material having a top edge, a bottom edge and a plurality of horizontal creases extending across the width of the sheet thereby defining a plurality of pleats, each pleat having a first hole therethrough with the first holes being substantially aligned from the bottom edge to the top edge, the pleated cover being adapted to be oriented in a retracted position wherein each of the pleats is substantially horizontally aligned and in contact with the adjacent pleats, an extended position wherein each of the pleats is substantially vertical and substantially vertically aligned with the other pleats, and a plurality of intermediate positions wherein at least some of the pleats are oriented between the pleats' retracted positions and the pleats' extended positions;

a bottom rail attached to a bottommost pleat of the pleated cover;

a first lift cord having a first end connected to the bottom rail, the first lift cord being threaded through the first holes of the pleats of the pleated cover;

a first cord guide coupled to the pleated cover proximate the top edge and proximate the first holes, the first cord guide having a first throughbore and a slot intersecting the first throughbore, the first throughbore of the first cord guide being configured to slidably engage the first lift cord when the first lift cord is disposed therein, and the slot of the first cord guide being configured to retentively engage the first lift cord to support the weight of the bottom rail and an accumulated portion of the pleated cover when the first lift cord is disposed therein; and

a cord lock coupled to the pleated cover proximate the top edge and having a first throughbore and a slot intersecting the first throughbore, the first throughbore of the cord lock slidably engaging the first lift cord when the first lift cord is disposed therein, and the slot of the cord lock retentively engaging the first lift cord to support the weight of the bottom rail and an accumulated portion of the pleated cover when the first lift cord is disposed therein,

wherein the first lift cord is thread through the first holes of the pleats of the pleated cover, through the first throughbore of the first cord guide, and through the

first throughbore of the cord lock, the temporary window covering being adapted to be repositioned from a first one of the retracted position, the extended position and an intermediate position to a second one of the retracted position, the extended position and an intermediate position by moving a first portion of the first lift cord disposed in the slot of the cord lock to the first throughbore of the cord lock, sliding the first lift cord through the first throughbore of the first cord guide and the first throughbore of the cord lock, and moving a second portion of the first lift cord disposed in the first throughbore of the cord lock to the slot of the cord lock.

2. A temporary window covering as recited in claim 1, wherein the bottom rail comprises an elongated tube having a plurality of incrementally spaced weakened portions whereat the portions of the elongated tube on either side of a given weakened portion are separable from each other.

3. A temporary window covering as recited in claim 1, wherein each pleat of the pleated cover has a second hole therethrough with the second holes being substantially aligned from the bottom edge to the top edge, the temporary window covering comprising:

a second lift cord having a first end connected to the bottom rail, the second lift cord being threaded through the first holes of the pleats of the pleated cover; and

a second cord guide coupled to the pleated cover proximate the top edge and proximate the second holes, the second cord guide having a first throughbore and a slot intersecting the first throughbore, the first throughbore of the second cord guide being configured to slidably engage the second lift cord when the second lift cord is disposed therein, and the slot of the second cord guide being configured to retentively engage the second lift cord to support the weight of the bottom rail and an accumulated portion of the pleated cover when the second lift cord is disposed therein,

wherein the throughbore of the cord lock slidably engages the first and second lift cords when the first and second lift cords are disposed therein, and the slot of the cord lock retentively engages the first and second lift cords to support the weight of

the bottom rail and an accumulated portion of the pleated cover when the first and second lift cords are disposed therein,

wherein the second lift cord is thread through the second holes of the pleats of the pleated cover, through the throughbore of the second cord guide, and through the throughbore of the cord lock, the temporary window covering being adapted to be repositioned from a first one of the retracted position, the extended position and an intermediate position to a second one of the retracted position, the extended position and an intermediate position by moving first portions of the first and second lift cords disposed in the slot of the cord lock to the throughbore of the cord lock, sliding the first and second lift cords through the throughbores of the first and second cord guides, respectively, and the throughbore of the cord lock, and moving second portions of the first and second lift cords disposed in the throughbore of the cord lock to the slot of the cord lock.

4. A temporary window covering as recited in claim 3, wherein the first cord guide has a second throughbore, the first throughbore of the first cord guide intersects the second throughbore of the first cord guide, the first lift cord is threaded through the first throughbore and a portion of the second throughbore of the first cord guide, and the second lift cord is threaded through the second throughbore of the first cord guide, wherein the second cord guide has a second throughbore, the first throughbore of the second cord guide intersects the second throughbore of the second cord guide, and the second lift cord is threaded through the first throughbore and a portion of the second throughbore of the second cord guide, and wherein the cord lock has a second throughbore, the first throughbore of the cord lock intersects the second throughbore of the cord lock, and the first and second lift cords are threaded through a portion of the second throughbore and the first throughbore of the cord lock.

5. A temporary window covering as recited in claim 3, wherein the first cord guide has a channel, the first throughbore of the first cord guide intersects the channel of the first cord guide, the first lift cord is threaded through the first throughbore and disposed in a portion of the channel of the first cord guide, and the

second lift cord is disposed in the channel of the first cord guide, wherein the second cord guide has a channel, the first throughbore of the second cord guide intersects the channel of the second cord guide, and the second lift cord is threaded through the first throughbore and a portion of the channel of the second cord guide, and wherein the cord lock has a channel, the first throughbore of the cord lock intersects the channel of the cord lock, and the first and second lift cords are disposed in a portion of the channel and threaded through the first throughbore of the cord lock.

6. A temporary window covering as recited in claim 1, wherein the slot of the first cord guide is oriented at an angle relative to a surface of the pleated cover to which the first cord guide is coupled whereby the distance between the slot of the first cord guide and the pleated cover increases as the slot of the first cord guide proceeds from a portion of the slot proximate the first throughbore of the first cord guide toward a portion of the slot distal to the first throughbore of the first cord guide, and wherein the slot of the cord lock is oriented at an angle relative to a surface of the pleated cover to which the cord lock is coupled whereby the distance between the slot of the cord lock and the pleated cover increases as the slot of the cord lock proceeds from a portion of the slot proximate the first throughbore of the cord lock toward a portion of the slot distal to the first throughbore of the cord lock..

7. A temporary window covering as recited in claim 1, wherein the slot of the first cord guide is oriented at an angle relative to a surface of the pleated cover to which the first cord guide is coupled whereby the distance between the slot of the first cord guide and the pleated cover increases as the slot of the first cord guide proceeds downwardly from a portion of the slot proximate the top edge of the pleated cover toward the bottom edge of the pleated cover, and wherein the slot of the cord lock is oriented at an angle relative to a surface of the pleated cover to which the cord lock is coupled whereby the distance between the slot of the cord lock and the pleated cover increases as the slot of the cord lock proceeds downwardly from a portion of the slot proximate the top edge of the pleated cover toward the bottom edge of the pleated cover.

8. A temporary window covering as recited in claim 1, wherein the slot of the first cord guide has at least one narrow portion and at least one wide portion wherein the inner surfaces of the slot at the narrow portion engages the first lift cord with greater force than the inner surfaces of the slot at the wide portion, and wherein the slot of the cord lock has at least one narrow portion and at least one wide portion wherein the inner surfaces of the slot at the narrow portion engages the first lift cord with greater force than the inner surfaces of the slot at the wide portion.

9. A temporary window covering as recited in claim 1, wherein at least one of the first throughbore and the slot of the first cord guide is partially defined by the first cord guide and partially defined by a surface of the pleated cover to which the first cord guide is coupled, and wherein at least one of the first throughbore and the slot of the cord lock is partially defined by the cord lock and partially defined by a surface of the pleated cover to which the cord lock is coupled.

10. A temporary window covering as recited in claim 1, comprising a reinforcement member coupled to a surface of the pleated cover opposite a surface of the pleated cover to which the cord lock is coupled.

11. A temporary window covering as recited in claim 1, comprising an adhesive layer disposed on a surface of the pleated cover opposite a surface of the pleated cover to which the first cord guide and the cord lock are coupled.

12. A temporary window covering as recited in claim 1, wherein the pleated cover has a topmost pleat at the top edge, the temporary window covering comprising a headrail coupled to the topmost pleat of the pleated cover, and wherein the first cord guide and the cord lock are coupled to the headrail.

13. A temporary window covering as recited in claim 1, wherein the first cord guide and the cord lock are geometrically identical.

14. A combined cord guide and cord lock for a temporary window shade having a pleated cover, a bottom rail coupled to the pleated cover proximate a bottom edge of the pleated cover, and at least one lift cord connect to the bottom rail, the combined cord guide and cord lock comprising:

a body member having an outer surface;

a first inner surface intersecting a first portion of the outer surface and a second portion of the outer surface and defining a first throughbore within the body member, the first inner surface slidably engaging at least one lift cord of the temporary window covering disposed therein;

a second inner surface intersecting a third portion of the outer surface and the first inner surface and defining a second throughbore within the body member, the second inner surface slidably engaging at least one lift cord of the temporary window covering disposed therein; and

a third inner surface intersecting a fourth portion of the outer surface and the second inner surface and defining a slot within the body member, the third inner surface engaging at least one lift cord of the temporary window covering disposed therein to support the weight of the bottom rail and an accumulated portion of the pleated cover of the temporary window shade.

15. A combined cord guide and cord lock according to claim 14, wherein the outer surface of the body member comprises first side, a second side, and a third side, wherein the first inner surface intersects the first side and the second side and defines the first throughbore therebetween, wherein the second inner surface intersects the third side and defines the second throughbore between the third side and the first inner surface, and wherein the third inner surface intersects the third side.

16. A combined cord guide and cord lock according to claim 15, wherein the outer surface of the body member comprises a fourth side disposed perpendicular to the third side, and wherein the slot defined by the third inner surface is parallel to the fourth side.

17. A combined cord guide and cord lock according to claim 15, wherein the outer surface of the body member comprises a fourth side disposed perpendicular to the third side, and wherein the distance between the slot defined by the third inner surface and the fourth side increases as third inner surface proceeds from a portion proximate the intersection of the second inner surface and the third inner surface toward a portion of the third inner surface distal to the intersection of the second inner surface and the third inner surface.

18. A combined cord guide and cord lock according to claim 15, wherein the outer surface of the body member comprises a fourth side disposed perpendicular to the third side, and wherein the distance between the slot defined by the third inner surface and the fourth side decreases as third inner surface proceeds from a portion proximate the intersection of the second inner surface and the third side toward a portion of the third inner surface distal to the intersection of the third inner surface and the third side.

19. A combined cord guide and cord lock according to claim 15, wherein the outer surface of the body member comprises a fourth side having a non-planar surface.

20. A combined cord guide and cord lock according to claim 15, wherein the first side is parallel to the second side, and the third side is perpendicular to the first side and the second side.

21. A combined cord guide and cord lock according to claim 15, wherein the third inner surface intersects the first side.

22. A combined cord guide and cord lock according to claim 14, wherein the outer surface of the body member comprises a fourth side, the combined cord guide and cord lock comprising a decorative design disposed on the fourth side.

23. A combined cord guide and cord lock according to claim 14, wherein the third inner surface defines at least one narrow portion of the slot and at least one wide portion of the slot wherein a portion of the third inner surface at the narrow portion engages the first lift cord with greater force than a portion of the third inner surface at the wide portion.

24. A combined cord guide and cord lock for a temporary window shade having a pleated cover, a bottom rail coupled to the pleated cover proximate a bottom edge of the pleated cover, and at least one lift cord connect to the bottom rail, the combined cord guide and cord lock comprising:

a body member having an outer surface;

a first inner surface intersecting the outer surface of the body member and defining a channel within the body member, the first inner surface slidably engaging at least one lift cord of the temporary window covering disposed therein;

a second inner surface intersecting a first portion of the outer surface and the first inner surface and defining a throughbore within the body member, the second inner surface slidably engaging at least one lift cord of the temporary window covering disposed therein; and

a third inner surface intersecting a second portion of the outer surface and the second inner surface and defining a slot within the body member, the third inner surface engaging at least one lift cord of the temporary window covering disposed therein to support the weight of the bottom rail and an accumulated portion of the pleated cover of the temporary window shade.

25. A combined cord guide and cord lock according to claim 24, wherein the outer surface of the body member comprises first side, a second side, and a third side, wherein the first inner surface intersects the first side and the second side and defines the channel therebetween, wherein the second inner surface intersects the third side and defines the second throughbore between the third side and the first inner surface, and wherein the third inner surface intersects the third side.

26. A combined cord guide and cord lock according to claim 25, wherein the outer surface of the body member comprises a fourth side disposed perpendicular to the third side, and wherein the slot defined by the third inner surface is parallel to the fourth side.

27. A combined cord guide and cord lock according to claim 25, wherein the outer surface of the body member comprises a fourth side disposed perpendicular to the third side, and wherein the distance between the slot defined by the third inner surface and the fourth side increases as third inner surface proceeds from a portion proximate the intersection of the second inner surface and the third inner surface toward a portion of the third inner surface distal to the intersection of the second inner surface and the third inner surface.

28. A combined cord guide and cord lock according to claim 25, wherein the outer surface of the body member comprises a fourth side disposed perpendicular to the third side, and wherein the distance between the slot defined by the third inner surface and the fourth side decreases as third inner surface proceeds from a portion proximate the intersection of the second inner surface and the third side toward a portion of the third inner surface distal to the intersection of the third inner surface and the third side.

29. A combined cord guide and cord lock according to claim 25, wherein the outer surface of the body member comprises a fourth side having a non-planar surface.

30. A combined cord guide and cord lock according to claim 25, wherein the first side is parallel to the second side, the third side is perpendicular to the first side and the second side, and the outer surface comprises a fourth side perpendicular to the first side and the second side and disposed opposite the third side, wherein the first inner surface intersects the fourth side.

31. A combined cord guide and cord lock according to claim 25, wherein the third inner surface intersects the first side.

32. A combined cord guide and cord lock according to claim 24, wherein the outer surface of the body member comprises a fourth side, the combined cord guide and cord lock comprising a decorative design disposed on the fourth side.

33. A combined cord guide and cord lock according to claim 24, wherein the third inner surface defines at least one narrow portion of the slot and at least one wide portion of the slot wherein a portion of the third inner surface at the narrow portion engages the first lift cord with greater force than a portion of the third inner surface at the wide portion.

34. A combined cord guide and cord lock for a temporary window shade having a pleated cover, a bottom rail coupled to the pleated cover proximate a bottom edge of the pleated cover, and at least one lift cord connect to the bottom rail, wherein the combined cord guide is coupled to the pleated cover, the combined cord guide and cord lock comprising:

a body member having an outer surface;

a first inner surface intersecting a first portion of the outer surface of the body member and defining a portion of a channel in the outer surface of the body member;

a second inner surface intersecting a second portion of the outer surface and the first inner surface and defining a portion of a throughbore in the outer surface of the body member; and

a third inner surface intersecting a third portion of the outer surface and the second inner surface and defining a slot in the outer surface of the body member,

wherein a portion of the pleated to which the combined cord guide and cord lock is coupled defines remaining portions of the channel, the throughbore and the slot, wherein the first inner surface slidably engages at least one lift cord of the temporary window covering disposed therein, the second inner surface slidably engages at least one lift cord of the temporary window covering disposed therein, and the third inner surface engages at least one lift cord of the temporary window covering disposed therein to support the weight of the bottom rail and an accumulated portion of the pleated cover of the temporary window shade.

35. A combined cord guide and cord lock according to claim 34, wherein the outer surface of the body member comprises a first side, a second side, and a third side, wherein the first inner surface intersects the first side and the second side and defines the portion of the channel therebetween, wherein the second inner surface intersects the third side and defines the portion of the second throughbore between the third side and the first inner surface, and wherein the third inner surface intersects the third side.

36. A combined cord guide and cord lock according to claim 35, wherein the outer surface of the body member comprises a fourth side having a non-planar surface.

37. A combined cord guide and cord lock according to claim 35, wherein the first side is parallel to the second side, the third side is perpendicular to the first

side and the second side, and the outer surface comprises a fourth side perpendicular to the first side and the second side and disposed opposite the third side, wherein the first inner surface intersects the fourth side.

38. A combined cord guide and cord lock according to claim 35, wherein the third inner surface intersects the first side.

39. A combined cord guide and cord lock according to claim 34, wherein the outer surface of the body member comprises a fourth side, the combined cord guide and cord lock comprising a decorative design disposed on the fourth side.

40. A combined cord guide and cord lock according to claim 34, wherein the third inner surface defines at least one narrow portion of the slot and at least one wide portion of the slot wherein a portion of the third inner surface at the narrow portion engages the first lift cord with greater force than a portion of the third inner surface at the wide portion.

41. A combined cord guide and cord lock for a temporary window shade having a pleated cover, a bottom rail coupled to the pleated cover proximate a bottom edge of the pleated cover, and at least one lift cord connect to the bottom rail, wherein the combined cord guide is coupled to the pleated cover, the combined cord guide and cord lock comprising:

an upwardly extending first portion;

an outwardly extending second portion connected to the first portion, the second portion having a first inner surface defining a throughbore within the second portion, the first inner surface slidably engaging at least one lift cord of the temporary window covering disposed therein, and a second inner surface defining a slot within the second portion, the second inner surface engaging at least one lift cord of the temporary window covering disposed therein to support the weight of the bottom rail and an accumulated portion of the pleated cover of the temporary window shade.